Senior Leadership Team – minutes

22 July 2019

Details of attendees are provided at the end of the minutes.

1. Introductions and apologies

Apologies for absence were received from Tim Bowden, Mike Fitzgerald, Andrew Hubert and Steve Eckersley.

2. Matters arising from the previous meeting

Minutes

The minutes of the previous meeting were approved as an accurate record, subject to recording that James Moss left the meeting at item 4.

Actions and decisions

Chris Braithwaite provided updates on the outstanding actions since circulation of the agenda. He confirmed that the relating to regulatory priorities had now been provided by all regulatory priority sponsors.

SLT discussed the outstanding action in relation to a report on building a tech-savvy workforce and agreed that this report should be brought to SLT in August.

Action: Ali Shah to bring the tech-savvy workforce report to SLT during August. *Due date: 12/8/19 and 27/8/19*

3. Directorate Business Plans – Corporate Strategy and Planning

Emma Bate and Louise Byers presented the Directorate Business Plans for the Corporate Strategy and Planning Executive Directorate. They discussed the extent of cross-departmental work the various Directorates were involved in (particularly highlighting the People Strategy, accommodation programme and funding). They also noted the importance of efficient working relationships with DCMS, particularly given upcoming EU exit preparations and the potential for further changes at DCMS in the coming months.

SLT particularly the work to grow the data protection fee register, which had now grown to c.603k. SLT was provided with information of the financial impact of the register growth through the monthly management

accounts. Ian Hulme commented that it may be beneficial to analyse the areas of growth of the register to allow the ICO to identify emerging priority areas.

Issue

SLT discussed the current procedures in relation to intervention in cases. They agreed that this was an important function to ensure appropriate interpretation of data protection law, but had significant cross-Directorate resourcing implications.

Decision

Future reports on interventions in cases will be shared to SLT, in light of the cross-Directorate resourcing implications.

4. Data Protection Complaints and Review recovery plan update

Issue

Suzanne Gordon presented a report which provided an update on work to deal with the ongoing level of data protection complaints and review casework. She highlighted the proposal that risk R4 can be reduced in light of the progress made.

Decision

SLT welcomed the good work by Data Protection Complaints and Review to reduce the caseload, which was excellent news for the organisation. SLT thanked everyone who had been involved with this work.

5. SLT work programme

SLT noted the work programme.

6. Service alignment

Issue

Paul Arnold provided an update on progress with the service alignment work, highlighting that the project board was due to meet the following day.

7. SLT development day – 8 August

SLT discussed the plans for the SLT development day, which would take place on 8 August. The outcomes of the discussion would be fed back to the facilitator for the development day.

8. Any other business

Issue

Paul Arnold provided an update in relation to accommodation.

Attendance

Members

Paul Arnold (Chair)	Deputy Chief Executive Officer (Executive Director – Corporate Strategy and Planning)
Jonathan Bamford	Director of Strategic Policy (Domestic)
Emma Bate	Director of Legal Services (Policy and Commercial)
Gill Bull	Director of FOI Complaints and Compliance
Louise Byers	Director of Corporate Affairs and Governance
James Dipple-Johnstone	Deputy Commissioner (Executive Director - Operations)
Suzanne Gordon	Director of Data Protection Complaints and Compliance
Ian Hulme	Director of Regulatory Assurance
James Moss	Director of Legal Services (Regulatory Enforcement)
Andrew White	Director of High Profile Investigations and Intelligence
Amanda Williams	Director of Strategic Policy (Parliament and Government Affairs)

Attendees

Su Bansal	Group Manager – Internal Communications

Secretariat

Chris Braithwaite	Senior Corporate Governance Manager